



# LOGIKweb

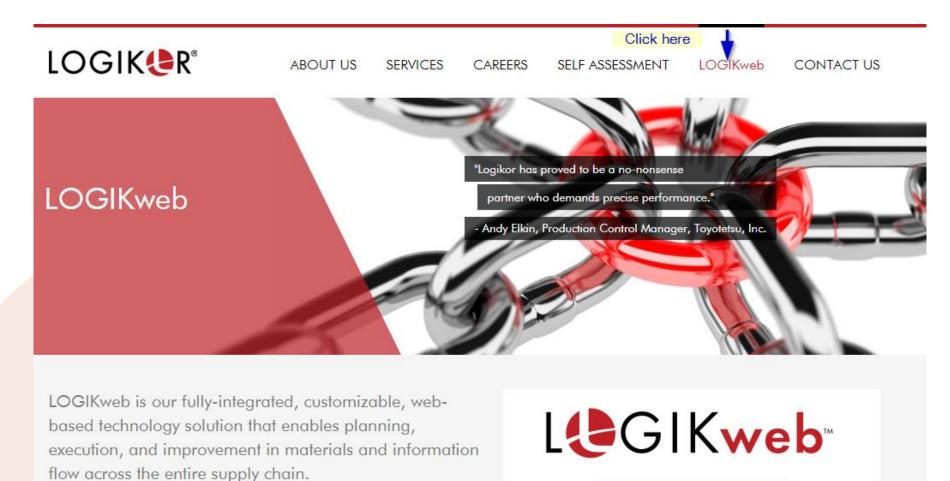
Supplier Manual

www.logikor.com

# **Table of Contents**

<b>Acces</b>	sing LOGIKweb	.3
LOGIK	(web Login	.4
	t Your Password or Username	
<b>Portal</b>	Navigation	.6
	ing a Pick-up Request	
	Using the Purchase Order Reports	.7
	Selecting POs.	.8
	Origin Address	.9
	Items and Ship Units	.10
	Hazmat and Dangerous Goods	.11
	References	
	Special Instructions	.12
<u>Picku</u>	p Request History	
	Reports	15
	Searching Loads	16
Loads	Notifications	17
<u>Transi</u>	it Guide	18

### LOGIKWEB ACCESS FROM LOGIKOR WEBSITE



Select "Login" to Navigate to

LogikWeb

Login (S)

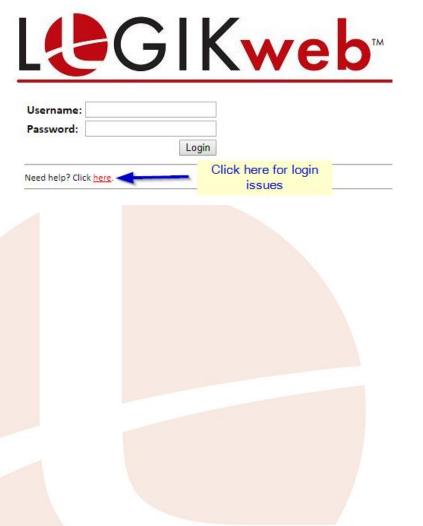
# Login

Need help? Click here.

- Enter your username and password
- If this is your first login, you will be prompted to update your password



# Forgot Password or Username



Fill out the form below:

L <b>!</b> G	Kwe	<b>b</b> <sup>tm</sup>
--------------	-----	------------------------

appropriate parties.

Your Name:

Your E-mail:

Your Phone:

Your Company:

LOGIKweb Username:
(if applicable)

Request Type:

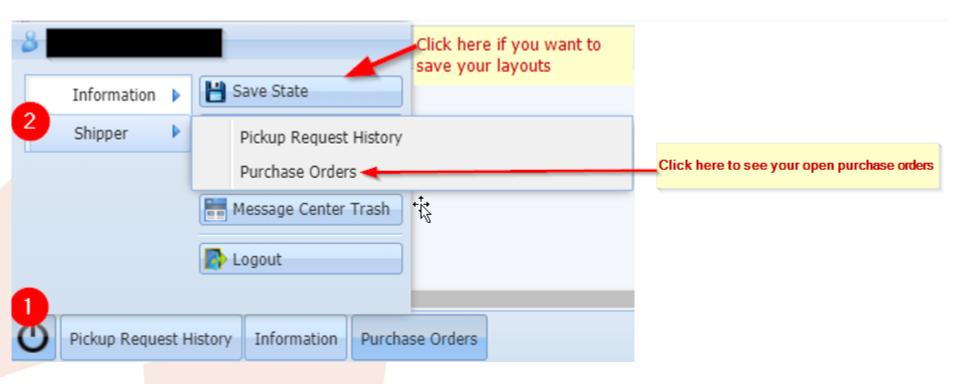
Question/Comment:

Please fill out the form below and your questions or comments will be redirected to the

Send

# **Portal Navigation**

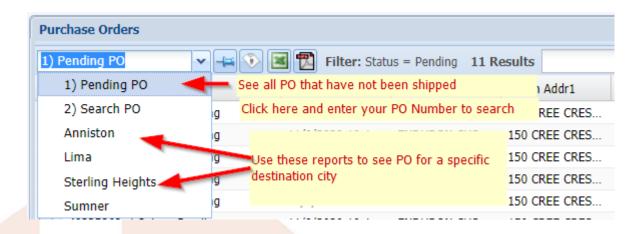
lf your screen is blank after login, navigate to the on the bottom left corner



# Entering a Pickup Request for Purchase Orders

Use the Purchase Order screen to enter a pickup request

### **Step 1: Using PO Reports**



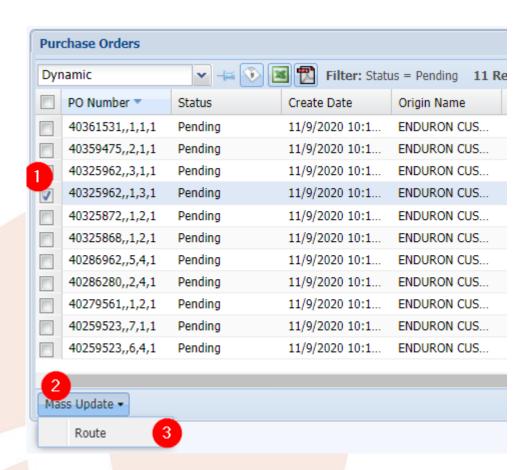
If you use the "2) Search PO" option, you will need to enter the PO number minus the line/ship/distribution No.



# Entering a Pickup Request: Selecting PO

### **Step 2: Select your PO or Purchase Order**

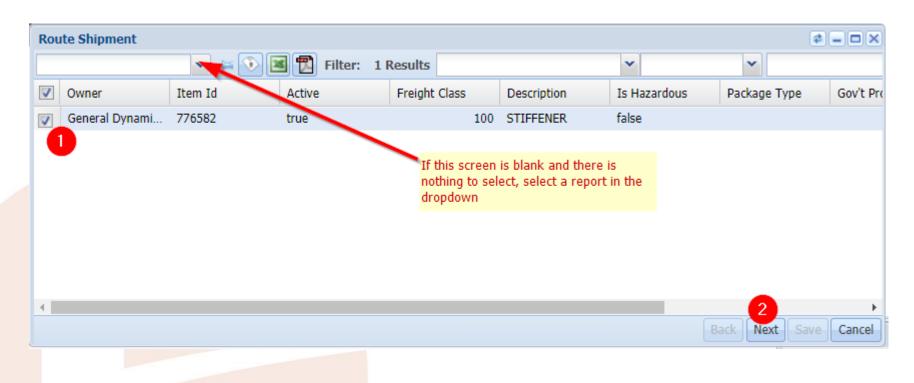
Make sure to select the correct PO# especially if there are multiple lines



# Entering a Pickup Request: Selecting PO

### **Step 3: Select your items**

Under Route shipment, select all the items you are shipping then click to the next page



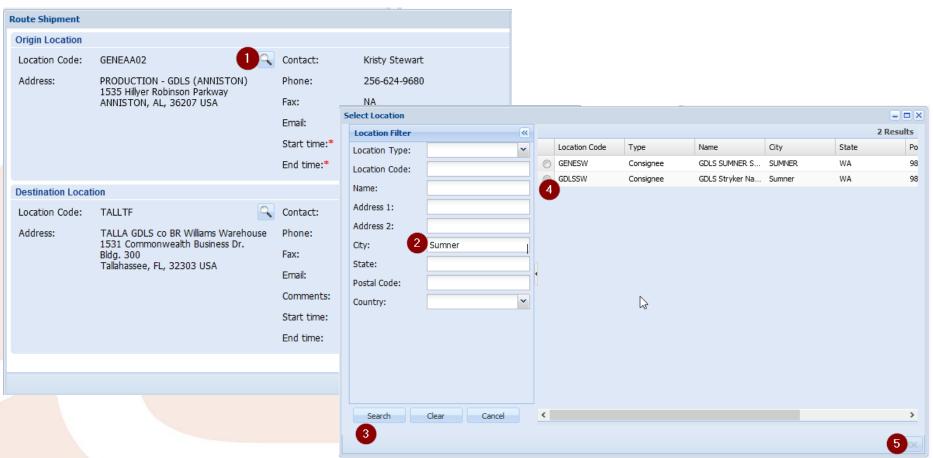
# Entering a Pickup Request: Origin Address

### **Step 4: Enter the Pickup Address Info**

The supplier origin address is populated by default.

If a supplier has multiple address and the user needs to ship from a different location, user must select the correct location. This can be done for destination location as well.

Note: If your address is not on file, please reach out to the Blue Team so they can add it: blueteam@logikor.com

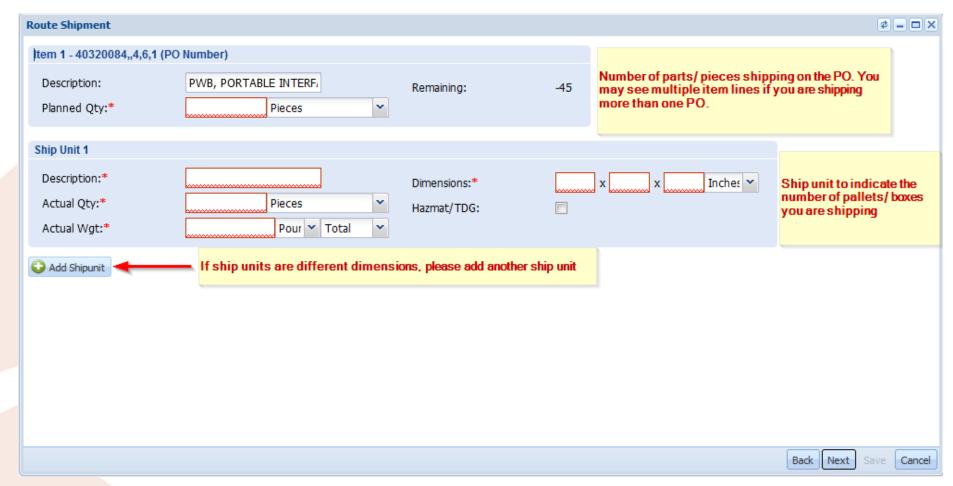


# Entering a Pickup Request: Items

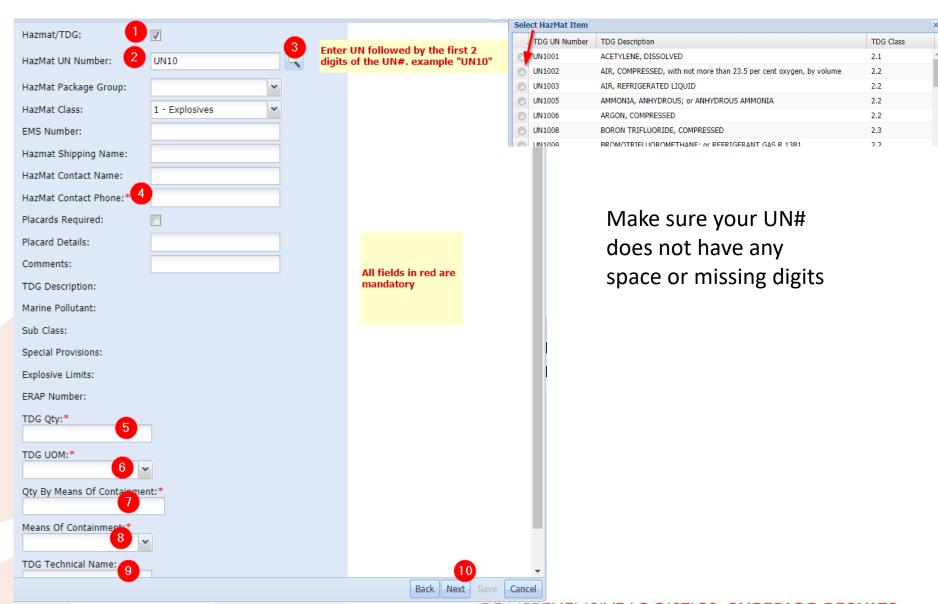
### **Step 5: Item and Ship Units**

Suppliers must enter the number of pieces they are shipping under Item. You might have multiple lines depending on the number of PO's that were selected in step 2. The number of ship units (pallets/ boxes) is to be entered under Ship Unit.

All fields in red (\*) are mandatory and quantity and weight must not be 0.



# Entering a Pickup Request: TDG or Hazmat

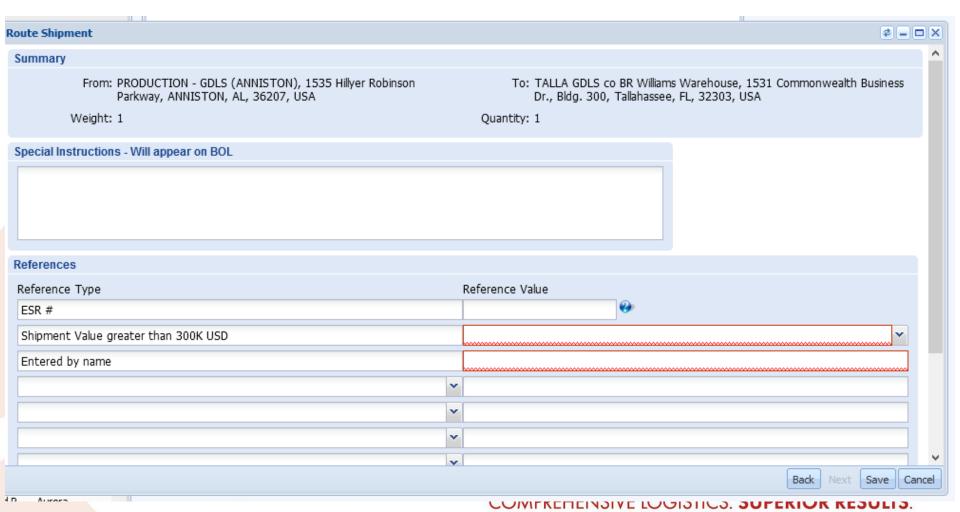


COMPREHENSIVE LOGISTICS. SUPERIOR RESULTS.

# Entering a Pickup Request: References and Special Instructions

**Step 6:** Enter the reference(s) below then click Save. Required references are indicated by a red asterisk \*.

You may also enter Special Instructions which will print on the BOL



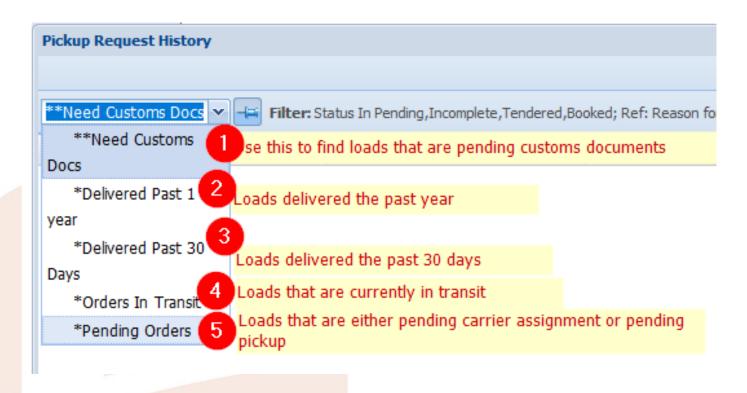
# Entering a Pickup Request: Error Message

Once your shipment is entered you will receive a confirmation number. If you do not, your shipment has not saved

If you receive an error message during the shipment entry, verify that all required information have been completed by going to the previous pages.

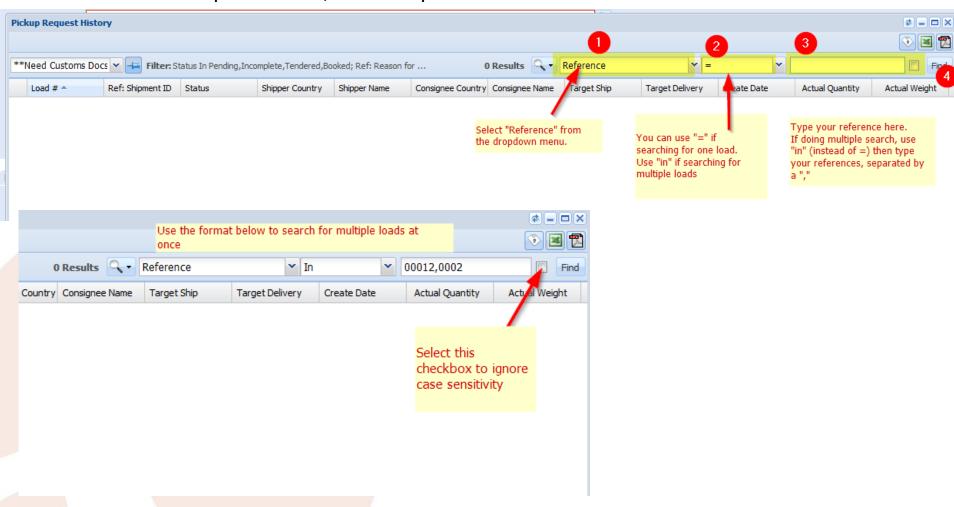
# Pickup Request History

To view loads previously entered, go to the Pickup Request History. Below is a breakdown of all available reports



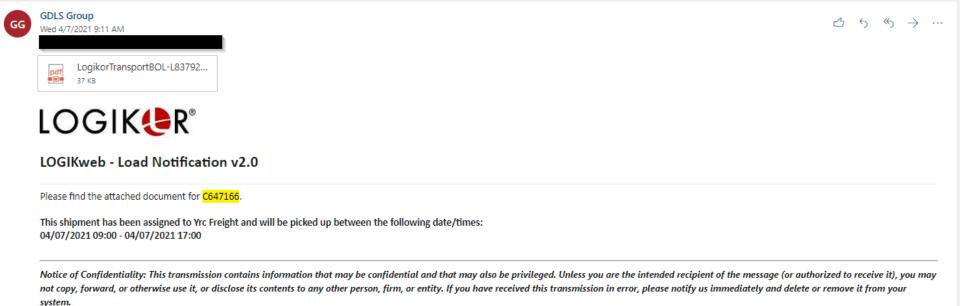
# Pickup Request History: Searching Loads

To search for a specific load, use the quick search function



# **Load Notifications**

Shipments are typically booked for next day pickup. Once the shipment is booked by Logikor a load notification will be sent to the shipper. This will include carrier information and a pdf copy of the BOL and shipping labels when required.



# Transit Guide

### LTL Transit Guide US-US

	AL	AZ	CA	FL	GA	KS	MD	MI	ОН	PA	sc	TX	WA
AL.	2-3	5-6	4-5	2-3	2-3	3-5	2-4	3-4	3-4	3-5	2-4	3-5	5-7
AR	2-4	4-5	4-5	3-5	3-5	2-4	3-5	2-4	3-5	3-5	3-5	3-5	5-6
ΔZ	4-5	3-5	2-4	4-5	4-5	3-5	5-6	4-5	4-5	4-5	4-6	3-5	3-5
CΑ	4-6	2-4	2-4	4-6	5-7	4-5	5-7	4-6	4-6	5-6	5-7	3-5	3-5
0	4-5	3-5	3-5	4-5	4-5	3-4	4-5	3-5	3-5	5-4	4-5	2-4	3-5
т	3-4	5-7	5-7	3-4	4-5	4-5	2-3	2-3	2-3	2-3	3-4	4-6	5-7
DE	2-4	5-7	5-6	3-4	3-4	4-5	2-3	2-3	2-3	2-3	2-3	4-5	5-7
:L	2-4	5-6	5-6	2-4	2-4	4-5	2-4	4-5	3-5	3-5	2-4	4-5	5-7
iΑ	2-3	5-6	4-5	2-3	2-3	3-5	2-4	3-5	3-5	3-5	2-3	4-5	5-7
А	3-5	4-5	4-5	3-5	3-5	2-3	3-5	2-4	2-4	3-5	4-5	4-5	4-6
D	5-6	4-5	3-5	5-6	5-6	3-5	5-6	4-6	4-6	5-6	5-6	4-5	3-5
L	2-4	4-5	4-5	3-5	3-4	2-4	2-4	2-4	2-3	2-4	3-5	3-5	4-6
N	2-4	4-5	4-5	3-4	3-4	3-4	2-3	2-3	2-3	2-4	2-4	3-5	4-6
s	3-5	4-5	3-5	3-5	3-5	2-4	3-5	2-4	2-4	3-5	3-5	3-5	4-6
Υ	2-3	5-6	4-5	3-4	3-4	3-4	2-4	2-4	2-4	2-4	3-4	3-5	5-6
A	2-3	4-5	4-5	2-4	3-4	3-5	4-5	3-5	3-5	4-5	3-4	3-5	5-6
1A	3-4	5-7	5-7	3-4	4-5	4-5	2-3	2-3	2-3	2-3	3-5	5-6	5-7
1D	2-3	5-7	5-6	2-4	3-4	4-5	2-3	2-3	2-3	2-3	2-3	4-5	5-7
1E	4-5	5-7	5-7	4-5	4-5	5-6	3-5	4-5	3-5	2-4	4-5	5-7	5-7
11	3-5	5-6	5-6	3-5	3-5	3-4	2-4	2-3	2-3	2-4		3-5	4-6
IN	3-5	4-5	4-5	3-5	3-5	2-4	3-5	2-4	2-4	3-5	3-5	4-5	4-6
0	2-4	4-5	3-5	3-4	3-4	2-4	2-4	2-4	2-4	2-4	3-4	3-5	4-6
15	2-3	4-5	4-5	2-4	2-4	3-5	3-4	2-4	2-4	3-5	2-4	3-5	5-6
IT	5-6	4-5	4-5	5-6	5-6	4-5	4-5	4-5	4-5	4-6	5-6	4-6	4-6
С	2-3	5-6	5-6	2-3	2-4	3-5	2-3	2-4	2-4	2-4	2-3	4-5	5-7
D	4-5	5-6	5-6	4-5	4-5	3-5	4-5	3-5	3-5	4-5	4-5	5-6	5-6
E	3-5	4-5	4-5	4-5	4-5	2-3	3-5	2-4	2-4	3-5	4-5	4-5	4-6
н	3-5	5-7	5-7	4-5	4-5	4-5	2-4	3-5	3-5	2-3	4-5	5-7	5-7
J	3-4	5-7	5-6	3-4	3-4	4-5	2-3	2-3	2-3	2-3	2-4	4-5	5-7
M	4-5	3-5	3-5	4-5	4-5	3-5	4-5	4-5	4-5	4-5	4-5	2-4	4-6
v	4-6	3-5	3-5	5-6	5-6	4-5	5-6	4-5	4-5	4-6		3-5	3-5
Y	3-5	5-7	5-6	3-5	3-5	4-5	2-4	2-4	2-4	2-3	3-5	4-6	5-7
н	2-4	5-6	4-5	2-4	3-4	3-5	2-3	2-3	2-3	2-3	2-4	3-5	4-6
K	3-4	4-5	3-5	3-5	3-5	2-4	3-5	3-5	3-5	3-5	3-5	2-4	5-6
R	5-7	3-5	3-5	5-7	5-7	4-5	5-7	4-6	4-6	5-7	5-7	4-5	3-5
Α	2-4	5-6	5-6	2-4	3-5	3-5	2-3	2-3	2-3	2-3	2-4	4-5	4-6
<u>-</u>	3-4	5-7	5-7	3-4	4-5	5-6	2-3	2-3	2-3	2-3	3-4	5-6	5-7
:	2-3	5-6	5-6	2-3	2-4	3-5	2-3	2-4	2-3	2-3	2-3	4-5	5-7
)	4-5	4-5	4-5	4-5	4-5	3-5	4-5	3-5	3-5	4-5	4-5	4-5	4-6
N N	2-3	4-5	4-5	2-4	2-4	3-4	2-4	2-4	2-4	2-4		3-5	5-6
(	3-5	4-5	3-5	3-5	3-5	3-5	3-5	3-5	3-5	4-5		2-4	4-6
T	4-5	3-5	3-5	4-5	4-5	3-5	5-6	3-5	3-5	5-6	4-6	3-5	3-5
Δ.	2-3	5-6	5-6	2-4	3-4	3-5	2-3	2-4	2-4	2-3	2-4	4-5	5-7
T .	4-5	5-7	5-7	4-5	4-5	4-5	3-4	3-4	3-4	2-3	4-5	4-5 5-7	5-7
								5-7			5-7		_
/A /I	5-7 3-5	4-5 4-5	3-5 4-5	5-7 3-5	5-7 3-5	4-5 3-4	5-7 2-4	2-4	5-7 2-4	5-7 2-4	4-5	4-5 3-5	2-3 4-6
	2-4	5-6	5-6	3-4	3-5	3-5	2-4	2-4	2-4	2-4	3-4	3-5 4-5	5-6
/V								4-5					_
VY	4-5	4-5	4-5	4-5	4-5	3-5	4-5	4-5	4-5	4-5	4-6	3-5	4-5

Transit time does not include day of pickup of weekends